

STATE OF SOUTH DAKOTA SEASONAL APPLICATION

Rev. 3/08

This form is to be used only when applying for seasonal positions with the state. Applications for permanent, career service positions require the regular state Application for Employment form – BP31. Please print using ink or complete by typing. A separate application must be submitted for each location. Photocopies are acceptable. Unless otherwise indicated, mail completed application to: Bureau of Personnel, 500 East Capitol Avenue, Pierre, SD 57501-5070.

Seasonal Requisition Number:	Location:
Position(s) Desired:	

Last Name/First Name: _____ SSN: ____ - ____ - ____

Permanent Address _____ Phone (____) _____
(Box #, Street, Apt., City, State, Zip)

Current Address _____ Phone (____) _____
(Box #, Street, Apt., City, State, Zip)

Email Address _____

Please circle either yes (Y) or no (N) for each question:

Are you under 18? (Y / N) Do you have the legal right to live and work in the United States? (Y / N)

Do you have a valid driver's license? (Y / N) Commercial Driver's License? (Y / N)

Driver's license number: _____

If you are a male U.S. citizen between the ages of 18-26, you are required to register with the selective service or you cannot be hired by the state of South Dakota. Are you registered with the selective service? (Y / N / not applicable)

Earliest date you can begin work (mo/day) _____ through last working day (mo/day) _____

Education/Training:

Circle the last year of education completed: (For high school diploma or GED, circle '12.)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 plus

Degrees, coursework, or other relevant education/training including major & minor: _____

Equipment (check level of skill):

Office Equipment (check level of skill):

	Some experience	Skilled	Maintain/Repair		Some experience	Skilled
Farm Tractors				Typewriter		
Tractors w/ Front End Loaders				Personal Computers		
Trucks w/2 Speed Axle				Calculator		
Power Hand Tools				Cash Till		
Sprayers				Video Camera		
Riding Lawn Mowers				35mm Camera		
ATV's				Slide Projector		
Bulldozer				Other		
Road Maintainer						
Boat w/ Motor						

Do you have experience handling money? _____ If so, please describe that experience: _____

List names and phone numbers of two references: _____

List all past employment or volunteer work experience which you feel would add to your qualifications for this job. (Attach additional pages as necessary.)

A. Job title _____ Dates employed: From (mo/yr) _____ To (mo/yr) _____
Employer _____ Hours worked per week: _____
City _____ State _____ Phone number _____
Reason for leaving _____
Supervisor's name _____
Equipment/machines used _____
Description of duties _____

B. Job title _____ Dates employed: From (mo/yr) _____ To (mo/yr) _____
Employer _____ Hours worked per week: _____
City _____ State _____ Phone number _____
Reason for leaving _____
Supervisor's name _____
Equipment/machines used _____
Description of duties _____

C. Job title _____ Dates employed: From (mo/yr) _____ To (mo/yr) _____
Employer _____ Hours worked per week: _____
City _____ State _____ Phone number _____
Reason for leaving _____
Supervisor's name _____
Equipment/machines used _____
Description of duties _____

Describe your interest in the job you are applying for: _____

By submitting this application, you are certifying that the information is true, correct, and complete to the best of your knowledge and belief.

The disclosure of your Social Security Number is voluntary. If you do not provide your SSN, another number will be assigned to you. You must use that number each time you apply for a state job. If you have any questions, please contact the Bureau of Personnel, 500 East Capitol Avenue, Pierre, SD 57501. Phone (voice/tty) (605) 773-3148; FAX (605) 773-4344.

The state of South Dakota is an Equal Opportunity Employer.